

SATIBA AGM

11 October 2018 at 14h51

Southern Sun ORT International Airport Hotel

**Present:**

Ana Sterrenberg  
Carol Tonnesen  
Charlotte Ingram  
Cleo Ndlovu  
Greg Gilbert  
Hans van den Heever  
Kuben Vather  
Lana du Plessis  
Lynne Pickering  
Marais Steyn  
Michael Pepper  
Nicole Nel  
Robert Crookes  
Sandra Venter  
Tshego Nkonthla  
Yvonne Cordner  
Yvonne Holt  
Rhyleen Chauke

**Apologies received:**

Michelle Narayan  
Sharon Munnick  
Theo Le Roux  
Jooste Vermeulen  
Mande Toubkin

**Proxies received:**

Theo Le Roux  
Sharon Munnick

1. Introduction and quorum:

Sandra Venter welcomed everyone to the meeting. 51% of members are required to attend the AGM. More than 70% were present, so a quorum was confirmed.

Notice of meeting:

The meeting was called within the prescribed period and everyone received an agenda within the period. There were no questions and the agenda was closed.

Confirmation of previous minutes:

The minutes of the previous meeting had been circulated and everyone had received a copy. No changes were made and the previous minutes were accepted as correct. Seconded by Kuben Vather.

2. Chairman's report – Prof Michael Pepper

Presented by Prof Michael Pepper. Please see attached document – Chairman's Report

3. Financial report – Yvonne Holt

Due to time pressures related to the tax season and year-end, the accountant was unable to provide the statements in time for the AGM. A summary of the income and expenses were presented by Dr Holt and the financial statements will be sent out with the minutes of the AGM. This was accepted by all present.

4. Secretarial report – Robert Crookes

11 Ordinary members

5 Associate members

4 Individual members

Redermis – as an ordinary member did not renew their membership

5. Matters arising – Sandra Venter

No matters arising from 2017

6. Resolutions – Sandra Venter

SATiBA is currently a NPC but has embarked on a process of registering as an NPO, in order to do so the proposed resolutions would need to be included in the MOI:

Resolution No. 1:

Adding to section 27 of the MOI:

27.4.9 Members and office-bearers are not liable for any of the obligations and liabilities of the organization solely by virtue of their status as members or office-bearers of the organization.

Seconded by Yvonne Holt

Resolution No. 2:

Adding to section 27 of the MOI:

27.4.10 Office-bearers are not personally liable for any loss suffered by any natural or juristic person as a result of an act or omission which occurs in good faith while the office-bearer is performing functions on behalf of the organization.

It was proposed to add “natural or juristic” to the proposed resolution, all present voted and agreed to this addition

Seconded by Michael Pepper

Resolution No. 3:

Changing 36.7 of the MOI:

36.7 Accountants (previously Auditors) shall be appointed at every annual general meeting and their duties regulated by the board in accordance with the Act.

Seconded by Robert Crookes

Resolution No. 4:

Adding to section 36 of the MOI:

36.8 Members and office-bearers have no rights in the property or other assets of the organization solely by virtue of their being members or office-bearers.

Seconded by Charlotte Ingram

Resolution No. 5:

Adding to section 38 in the MOI:

38.2 On discretion of the board of directors, the organization may take necessary steps to invest surplus funds to the financial benefit of the organization.

Seconded by Kuben Vather

7. Supplementary items

No supplementary items received for the agenda.

8. Voting results:

Resolution 1

A 51% vote is required. The resolution was accepted unanimously.

Resolution 2

A 51% vote is required. The resolution was accepted unanimously.

Resolution 3

A 51% vote is required. The resolution was accepted unanimously.

Resolution 4

A 51% vote is required. The resolution was accepted unanimously.

Resolution 5

A 51% vote is required. The resolution was accepted unanimously.

9. The meeting closed at 15h25.

## **Chairman's report**

It gives me great pleasure to report on the activities of SATiBA over the past year. I am delighted to inform you that as the recognized lobbying group for tissue banking, particularly as far as regulatory and training matters are concerned, SATiBA has become an integral part of the tissue banking landscape.

At the outset I would like to thank my fellow board members for their tireless efforts and dedication to SATiBA and its objectives. SATiBA is registered as a not-for-profit company, and I wish to draw to your attention the fact that the members of the board render their services without being remunerated. I would also like to thank Antonia Papadopoulos for preparing the agenda and minutes for our board meetings.

As agreed previously, SATiBA will hold a conference and workshops on alternate years. This year is our "alternate" year, and next year we will host a joint conference with the South African Transplant Society (SATS). And in 2020, we will be hosting an international meeting on behalf of the World Union of Tissue Banking Associations (WUTBA). More about that later. Our sincere thanks to Sandra Venter for all her efforts to ensure the successful and smooth running of today's meeting.

### WUTBA membership

On 02 February this year, SATiBA was officially included as an observer member of WUTBA. SATiBA has participated in most of the WUTBA activities since. Prof Michael Pepper is part of their Global Tissue Banking Registry working group and Sandra Venter is part of the WUTBA Ethics Working group. WUTBA has agreed to support the work of ISBT 128 (ICCBBA), in particular of its International Tissue Advisory Group (ITTAG), in its effort of harmonize tissue product label format (and content) wherever possible. Cleo Ndhlovu is a member of ITTAG.

### Endorsement of Declaration of Istanbul

SATiBA has formally endorsed the Declaration of Istanbul and this is indicated on the Declaration of Istanbul's website (<https://www.declarationofistanbul.org/about-the-declaration/list-of-endorsing-organizations>).

### Congress 2019 with the South African Transplant Society (SATS)

SATS invited SATiBA to consider joining their conference in Cape Town in 2019 and run parallel sessions. Sandra Venter, who is a member of the SATS Exco, has been involved in establishing SATiBA's role and mode of participation in the congress. Suggested topics include the Protection of Personal Information (POPI) Act and informed consent, quality management, tissue engineering and cell therapy, and bio-repositories. We invite all members to embrace this opportunity to interact with colleagues in the organ transplantation field. The meeting will be held from 6-8 September 2019 in Gordon's Bay in the W. Cape, and is titled "Changing and Improving South Africa's Transplant Future".

### 2020 World Congress

At the last WUTBA meeting on 29 August 2018, SATiBA's proposal to host the 2020 international meeting on behalf of WUTBA was accepted. SATiBA is excited and honoured to have been given this opportunity, and looks forward to working with all of its members to make this a resounding success.

## Workshops for 2018

The 2018 SATiBA workshops were organized by Cleopatra Ndhlovu. All the workshops were aimed at establishing draft standards for the different sectors of tissue banking. The workshops have been held as follows:

- Cornea workshop: 16 April at NextBioscience
- ISBT 128 & IATA requirements: 14 June at NextBioscience
- Amniotic membrane: 14 August at CTE
- Musculoskeletal tissue: 18 September at CTE
- Skin tissue: 18 September at CTE

## Establishment of a Newsletter

In its meeting of 16 April 2018, the Board agreed to initiate a SATiBA newsletter. Volume 1 of the newsletter was published online on 04 September 2018. We invite all members to contribute to the Newsletter and to share in the interesting work being done around the country.

## Standards


Based on the recognition that the South African legislation does not adequately cover tissue banking requirements, SATiBA has embarked on an extensive standards drafting programme. Cleo Ndhlovu has been driving this process and a draft document will be presented for discussion at the 11 October meeting to all members present. In the absence of formal adoption of these documents by the National Department of Health (NDoH), SATiBA will embark on a process of self-regulation. It is however our intention to present this work once completed to the NDoH and to assist the Government in the adoption of policy, regulations and guidelines as they pertain to tissue banking.

## Projects

Several projects are underway in SATiBA or are being conducted in collaboration with other organizations/entities:

- Working with the W Cape government as a pilot project for other state entities to increase tissue donation (Sandra Venter)
- Methods to increase tissue donation in KZN (Yvonne Cordner)
- Medical devices and human tissues (Cleo Ndlovu and others)
- Biomedical Scientist registration with the HPCSA (Charlotte Ingram)

In closing, I would like once again to acknowledge the immense contributions of my fellow board members to the successful running of SATiBA. I have no doubt that SATiBA will go from strength to strength and that the year that lies ahead will be an exciting and productive one.



Michael S Pepper  
President and Chairman of the Board  
11 October 2018